

# WESTWOOD ENVIRONMENTAL ADVISORY COMMITTEE

## Westwood EAC Monthly Meeting Minutes December 2015

**Meeting Date: December 21<sup>st</sup>, 2015      Meeting Location: Westwood Borough Hall**

### **Meeting Opening & Roll Call**

Monthly Environmental Advisory Committee (EAC) Meeting was called to order at 1930 EST by Mr. Waugh, Chair of EAC... “This meeting, which conforms to the OPEN PUBLIC MEETINGS LAW, CHAPTER 231, PUBLIC LAWS OF 1975, is a regular Environmental Committee meeting. Notices have been filed with our local official newspapers and posted on the Municipal Bulletin Board”

Roll Call		
	<b><u>Present</u></b>	<b><u>Absent</u></b>
Michael Waugh, Chair	X	
Boniface Kiamue, Secretary		X
Christine Blaney	X	
Peter Grefrath, Committee Liaison	X	
Joseph Helmy	Late	
Heidi Sandiford	X	
Wilhelm Wang, Minutes	X	

### **Public Forum**

Ms. Liz Balladanes of AmeriCorp attended the public forum at the invitation of Ms. Blaney. At the Chair’s discretion, Ms. Balladanes stayed for Committee meeting as an observer.

### **Passing of the Minutes**

November meeting minutes was unavailable. This minutes is to summarize Committee activities to date.

### **Committee Liaison’s Report**

Mr. Grefrath provided the following updates to the Committee:

- The Rain Garden project was approved by Council amid minor concerns over long-term maintenance raised by DPW Superintendent and Municipal Clerk. Additionally, concerns over possible pedestrian safety / trespassing potential were raised.
- A notice was received from Boswell Engineering *in re* application to NJ DEP to construct underground gravity sewer system replacing existing pumping station was presented.
- A reminder for the Committee to elect Chair and Secretary in the January 2016 meeting.

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## Old Business

### Rain Garden:

Pursuant to Council approval, Chair made a motion seconded by Ms. Blaney to allocate proposed construction cost in the amount of USD\$1,150 from fiscal year 2015 budget. Committee members present voted approving the motion as documented below.

Member	Moved	Second	Ayes	Nays	Absent	Abstain
Blaney		✓	✓			
Grefrath	✓		✓			
Helmy					✓	
Kiamue					✓	
Sandiford			✓			
Wang			✓			
Waugh			✓			

In addition, a USD\$500 annual budget for plants and routine maintenance was proposed.

#### ***Action: Blaney***

Contact Rutgers for a Purchase Order in the amount allocated to be received by Borough CFO no later than December 31<sup>st</sup>, 2015

#### ***Action: Blaney***

Inquire and contact nearby nurseries for costs and/or possible donation of plants for Rain Garden.

#### ***Action: Grefrath***

Request Council for USD\$500 in addition to current Committee annual budget for on-going maintenance of Rain Garden.

### Community Garden:

Officially closed for the season.

#### ***Action: Grefrath***

Confirm and inform Council when Community Garden is to open for the 2016 season.

### Westwood Farmer's Market:

Continues to open Saturdays from 0900 to 1400 at Westwood Community Center.

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## **Borough Sustainable Procurement Policy:**

Wang presented to the Committee a revised draft Policy (copy attached with the minutes). Committee recommends proceeding with the draft and seeking Council's approval.



### ***Action: Grefrath***

Forward the draft to both Clerk and CFO first for their considerations as to whether policy statement stipulated in the draft can be realized in practice.

## **New Business**

### **Kiosk for Girl Scout Park**

No further action and this item is to be removed from Committee agenda.

### **ANJEC Membership**

No further action and this item is to be removed from Committee agenda.

## **Ideas on Work Items for 2016**

The following suggestions of work items for Committee to take on in 2016 were proposed:

- Develop Outreach Program to Advance Community Environmental Awareness
- Promote Borough's Current Anti-Idling Ordinance/Commitment
- Explore Actions to Discourage or Divert Disposal of Single-Use Plastic Bags as well as Polystyrene Foam Cups and Food Containers from Municipal Solid Waste Stream
- Identify Additional "Green Infra-Structure" Projects in the Borough
- Organize an Inaugural Westwood Earth Day Event – April 22, 2016
- Community Universal and Electronic Waste Collection and Disposition Process

### ***Action: ALL***

Review ideas above and prepare for discussions in the next Committee Meeting

**Next Meeting** – Monday, January 25<sup>th</sup>, 2016 Borough Hall at 1930.

**Meeting promptly adjourned by the Chair at 2050.**